

Are you interested in continuing your career in Germany?

Do you need help in starting your job search on the local economy?

Would you like support from people who understand your situation and can help?

DISCOVER THE

STRATEGIC NETWORKING ASSISTANCE PROGRAM

Helping you find employment in Berlin

The Challenges

Professional spouses of Embassy staff moving to Germany often face:

- ? Uncertainty over how to find work
- ? Difficulty creating a network of contacts
- ? An unfamiliar culture
- ? Inaccurate expectations regarding terms of employment
- ? Unexpected requirements for professional qualifications or certification



Such challenges can make your job search both frustrating and prolonged.

The Advantages

worthwhile:

- ? International experience makes your resume stand out
- ? Career continuity - no gap in your work experience
- ? Additional income – always a plus!
- ? Opportunities to develop personally and professionally
- ? Adjust more quickly to German culture



What you Need

- ? To succeed, you must have the right tools:
- ? A Curriculum Vitae or CV that German employers will understand
- ? An understanding of the German market in your field of work
- ? Knowledge of local sources of job & career information (including professional groups, recruitment agencies, & events)
- ? A network of others in the field who can help you take the first steps

SNAP, the Strategic Networking Assistance Program, is here to help you meet the challenges of your international job search. SNAP can:

SNAP Can Help

- ? Provide support and coaching to help you determine your first move
- ? Help you develop an action plan and marketing strategy
- ? Provide information on 'how your industry works' in Germany
- ? Help you create a CV
- ? Connect you with others active in your professional field, including potential employers
- ? Assist you in preparation for interviews
- ? Provide help and guidance on issues such as cultural adjustment and setting up your own business



The First Step

Contact your Local Employment Advisor to enroll in SNAP.



Welcome to Berlin

SNAP is here to bridge the gap and facilitate your job search in Berlin

GETTING A JOB IN Germany

- ☐ Ensure you have a clear idea of your career goals & targets
- ☐ Develop an action plan
- ☐ Gain access to office resources (computer, e-mail, telephone, etc.)
- ☐ Write your CV
- ☐ Find professional associations & networking groups
- ☐ Identify & contact recruitment agencies or executive search firms
- ☐ Use newspapers and the internet to find opportunities
- ☐ Network, network, network!

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SNAP is a new initiative established by the Family Liaison Office of the US State Department. Its mission is to support spouses of US government employees on assignment overseas who are interested in exploring professional development and employment outside of the Embassy on the local economy.

SNAP has a wide variety of services to assist you with your job search, including:

On-Line Career Centre

Internet based tool that provides a virtual office for spouses to create their CV, track their contacts and find country specific information.

Individual Assistance

- *Networking Support* – SNAP has a database of contacts, companies, professional associations, websites, professional publications, and networking groups and events to help get you connected.
- *Coaching* – The job of ‘finding a job’ can be a lonely and isolating experience. Our programs of individual coaching and action planning can help keep you focused and motivated.

Workshops and Classes

- *Interviewing Skills*
- *CV and Cover Letter Writing*
- *Starting your Own Business*
- *Successful Networking*